



City of Chelsea
Recreation & Cultural Affairs Division
Minutes
Tuesday, May 18, 2021 6:30pm

Members: Marlene Jennings, Chair; Dakeya Christmas, Co-Chair; Juliana Borgiani, Kati Cabral
Staff: Bea Cravatta, Omar Miranda

I. Call to order

Marlene calls the meeting to order at 6:45pm.

II. Approval of Minutes

Minutes from April 27, 2021 were unanimously approved.

IV. FY21 Chelsea Heritage Celebrations Grantees & LCC Grantees Status

Bea mentioned that there are seven grantees including Apollinaire in the Park (Marlene), Chelsea Gateway project, People of Chelsea Project (Dakeya), Lewis Latimer Celebration of Life and Time (Danielle & Kati), Jukebox (Chacon), Fruitful resilience (Marlene), Mystic River Watershed (Marlene) and Jewish Synagogue Tour (Juliana). Copies of award letters will be sent to managers for reference. Reminder to acknowledge Cultural Council in their programming.

V. FY20 Grant Management

Chelsea Fun Bus – The recent lift of COVID restrictions makes the implementation of this project easier.

Governor Bellingham-Cary House Association, If the Walls Could Talk - Marlene notes that they requested permission to put the photography on the designated page on their website.

Apollinaire Theatre – Proposing to change location from Port Park to Romero and Juliet either behind glass or spread throughout Broadway. Motion: Juliana; Second: Dakeya, Kati. Approved to the changes to Apollinaire grant. Agreement paperwork for LCC is still pending from Apollinaire.

Chelsea Public Library, Urban Movement – Performance is completed and must submit a final report. Marlene will follow up with a reminder to turn in final report.

BMS Civic Mural – Omar will follow up to ensure that mural is complete.

Chelsea Hunger Network, Chelsea Empty Bowls – Application materials is missing (acknowledgement, date of event and modifications to his program). Marlene will forward Carolina's notes and Bea will follow-up Ron.

Chelsea Jewish Tours - She requested that this money be moved into FY21.

Theatreworks USA, Charlotte's Web - They have credit remaining. Bea will inquire where the funds were transferred to, and Juliana is managing.

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Chelsea City Stories - Project is finished. Awaiting final report.

Lewis Latimer Society, Chelsea Science Fair – Need clarity around the use of \$750 that was unused from the Science Fair. Marlene will follow-up with updates.

People of Chelsea - Project is finished, and the final report was submitted.

Walnut Street Synagogue - Project is finished, and the final report was submitted.

Hondurenos Unidos de MA - Margarita will be back in the states July 1. Dakeya will follow-up with Margarita then.

Peggy Shippen - Project is finished, and the final report was submitted.

Jason Tardy Productions - Project is finished, and the final report was submitted.

Matt Frank - Project is finished, and the final report was submitted.

Black History Month - Project is finished, and the final report was submitted.

Chelsea Salsa in the Park - Carolina will follow up and ask about their plan moving forward. They may need to seek a modification to postpone their timeline.

Tobin Mural Project - Project is finished. Marlene asked them to put a CCC logo on it. They agreed.

DC Field Trip – Trip did not occur. Juliana stated that the check was cashed. Bea will follow-up with Juliana about plans going forward.

Chelsea Resilience, Green Roots – Outstanding application. Need to follow-up to determine plans going forward. Marlene will send out email and Kati will support.

Chelsea Poetry - City employee completing *Conflict of Interest* paperwork

Día de los Muertos - Needs to complete W9 form.

VI. CYC Painted Utility Box Proposal

Approval for location from DPW at Webster and Broadway. Reached out to former artists to request materials and sidewalk permit. Expected to complete project within the first weeks of June.

VII. Announcements

Updates with procurement process at City Hall. Including submission of insurance and P.O contact form. The organization that is receiving funds should submit application and sponsor's (i.e., Chelsea Library, Wright Middle School) letter of support. Bea will propose the meeting times to the Historical Commission in the month of June. Press release written for grantee winners on Cultural Council website. Katie preparing a template spreadsheet to track grants: Date issued, LCC/Heritage grant, year, manager, point of contact, and contact information, status of application.

Dakeya motioned to adjourn, Marlene seconded. Next Meetings: TBD on Historical Commission
Meeting was adjourned at 7:52PM Recorder: Kati Cabral

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